





### **Agenda**

- A. Introduction
- B. How Qualifications Framework (QF) helps to link Education & Training with the Property Management Industry?
- C. Applications of QF in the Industry
- D. Future Development





## A. Introduction

## **Background of HKAPMC**

- Formed in January 1990
- Initiated by a group of leading property management companies (more than 89) in conjunction with the Chartered Institute of Housing (Asian Pacific Branch), the Hong Kong Institute of Housing, the Hong Kong Institute of Surveyors and The Royal Institution of Chartered Surveyors (Hong Kong Branch).





B. How QF helps to link Education & Training with the Property Management Industry?





# Problems for determining the experience and training needs in the industry

1. How can we interpret different experience/ skills in terms of the levels and effectiveness?

2.How can we know the quality of the training courses provided by different suppliers?

3.How can we assess the past experience of the practitioners gained from different companies?

4. In what way can we help the practitioners to further develop themselves?





#### QF is the solution

- 1. Set up clear competency standards for recruitment and promotion purpose
- 2. Ensure the training courses meet the quality assurance requirements
- 3. Assist practitioners in attaining various QF levels by recognizing their past experience, knowledge and skills
- 4. Encourage practitioners in continuous learning which in turn assists the development of professionalism in the industry





C. Applications of QF in the Industry





7 major functional areas of Property Management Industry
 « Specification of Competency Standards » (SCS) are devised.

	1) Management of the Property	4) Facility Management
	Environment	
	2) Building Repair and Maintenance	5) Law in Practice
	/ Improvement and Enhancement	
	3) Property Management Services	6) Finance and Asset Management
	for Owners, Tenants and the	7) Human Resources Management
	Community	7) Human Resources Management





## Applications in 3 major areas :

- 1. Recruitment and Selection
- 2. Training and Development
- 3. Recognition of Prior Learning (RPL)





### (1) Recruitment and Selection

- SCS applied in internal job descriptions
- Adopted in entry requirements for different positions
- Used as requirements for promotion



#### 養藥服務有限公司

Attornation of Name House Kall Properties C

本公司現誠時以下難位・主要負責大・日常進作・包括管理・ 後令、央線維修工作及連接取員物物。

#### 二級技術員-將軍澳區

- 初中程度或資際契構同等資訊
- 4 具2年以上大廈水/電/冷氣裡驗及持有關工程技術証書者優先
- \* 須持有平安贴及電工AB
- \* 須外勤工作

#### 花王 - 將軍澳區

- \* 初中程度或資歷架構開等資訊
- \* 体根间部焊程均衡
- 1年或以上相關經驗

#### 助理客戶服務長-沙田區(夜)

- 中五程度或資歷架構同等資源
- \* 具5年或以上物業管理及客戶服務工作網驗
- \* 推察宣稿報中文報告
- \* 持保安人員許可証

#### 客戶服務員(日、夜班)-北角區/茅葉山區/將軍澳區/沙田區 客戶服務員(夜班)-荃灣區/新基區

- 初中程度或資歷架構同等資訊
- 具1 年物業管理或客戶服務工作經驗
- 持侵安人員許可証
- 經驗較多者,(慈雲山區/粉嶺區)考慮轉用為高級客戶服務員

(數項無相關經驗者應徵,公司將提供保安培訓課程並代辦保安讓) 上述報位可享有量是確和、包括有審年報、第工機能、發表決能、專業項別及強格企等。

分區	聯絡人	電話
北角區	黃先生	2571 4617
無雲山區	劉先生	2322 9221
將軍湊區	張小姐	3417 4888
茶湖區	吳小姐	2428 0122
粉細區	滞小姐	2669 8321
沙田區	樊先生/梁先生	26358500

本公司是平等精會第主。所有收集資料只用作招聘用途及絕對保密





## (2) Training and Development

- "Non-formal learning", "on-the-job training" for practitioners is transformed to "formal learning" with different QF levels recognized by the industry
- Up to Jan 2013, 37 SCS-based courses were developed by 7 educational institutes and 8 companies.
- Hong Yip runs 6 of these courses (two at Level 1, one at Level 2 and three at Level 3), the most number of such courses in the industry.





## (3) Recognition of Prior Learning (RPL)

- Provide formal recognition of the knowledge, skills and experience acquired by practitioners
- Serve as a starting point for learning and progression of experienced practitioners
- Reduce duplication in training for the same skills



Property Management RPL Poster





- RPL was introduced in the Property Management Industry in March
  2011
- HKAPMC was the collaborating organization of the implementation of RPL in the property management industry



A Representatives of Assessment Agent (VTC) and HKAPMC signed the Memorandum of understanding





- By February 2013, a total of around 6,000 applications of RPL were received from all industries. Out of them, around 4,000 applications are from the property management industry, representing about 66% of the total applications
- In aggregate, staff of over 150 companies in the property management industry applied for RPL with two companies (Hong Yip Service Co Ltd and Synergis Management Services Ltd) submitted more than 2,000 applications for their staff.





## D. Future Development





## **Purpose**

- 1. Promote lifelong learning for the practitioners
- 2. Encourage the continuous improvement of the professional
- 3. Facilitate the sustainable development of the industry





## **Direction**

- 1. Promote QF to member companies through HKAPMC
- Secure the recognition of QF qualification by professional recognized parties. For instance, The Hong Kong Institute of Housing introduced a new membership grade of "Practitioner" by recognized those having obtained the defined subjects in level 4 of QF





- 3. Standardize and formalize more QF courses being held in the community
- 4. Collaborate with course providers especially educational institutions for development of courseworks suitable for the industry. For instance, Hong Yip jointly organized with HKU-SPACE the following public training programmes:
- Module Certificate in Customer Service in Property Management (Level 3) held in September – December 2012; and
- Module Certificate in Management of Security Operational Work (Level 3)
  currently being conducted in Feb May 2013





#### 5. Manpower Projection in the industry

- According to "Report on Manpower Projection to 2018" issued by the Government in 2012, the manpower requirement for Real Estate sector is projected to increase from 2010 to 2018 at an average annual rate of 1.6%, while the local manpower supply at 0.6% only.
- It is, however, projected that there will be a small manpower surplus of about 8 500 at education level of lower secondary and below, and a manpower shortfall of 22 000 at various education levels between lower secondary and first degree. i.e. QF level 1- 4.
- The provision of QF-recognized placement-tied and skills upgrading courses for low-skilled workers can upgrade their employability, which may help address the aforesaid projected manpower shortfall at the education levels between secondary and first degree.





## Conclusion

Overall, QF has helped a lot in meeting the education and training requirements of the Property Management Industry and has laid a solid foundation and provide a suitable framework for the continuous professional development of the practitioners to meet with future manpower needs in the industry.







## ~ Thank You ~